

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
MARCH 7, 2016

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at Town Hall and on the Town's internet site. Town Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were present, along with Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith and Attorney Connie Anderson.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on February 1, 2016 as presented. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills:
 - 1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #24385-24442 and #30037-30144 as presented. **MOTION CARRIED 5-0.**
 - 2. **MOTION** by Anders/DuPlayee to approve payment of February per diems as presented, and payment of \$1,169.24 to Viken Inspection Agency, LLC for February building permits. **MOTION CARRIED 5-0.**
 - 3. The Treasurer reported that she is reviewing the preliminary 2015 financial statements provided by the auditors.
- E. Public Concerns: None.
- F. Road Right of Way Permits: None

II. BUSINESS:

- A. Discuss/Consider approval of a Certified Survey Map for 2445 Gaston Road: **MOTION** by DuPlayee/Anders to approve the CSM identified as Office Map #150735 dated February 15, 2016. **MOTION CARRIED 5-0.**
- B. Discuss/Consider approval of 2016/17 Bridge Inspection Agreement with Dane County: The agreement calls for the County to contract for the required nine bridge inspections in 2016-2017 and bill the Town for the cost, which is estimated at \$300 per inspection. **MOTION** by Williams/Fonger to approve the agreement as presented. **MOTION CARRIED 5-0.**
- C. Review/Consider revisions to Road Right-of-way Permit Fees: Attorney Anderson advised that it is reasonable for the Town to adjust permit fees depending upon the complexity of the project due to additional review and inspection costs to the Town. She had reviewed the fees charged elsewhere in Dane County, including by the County itself, and noted that the Town's ordinance allows such fees to be set by resolution of the Town Board. She noticed that other municipalities, in particular the City of Fitchburg, address degradation costs due to excavations into the public right-of-way. She recommended adoption of a resolution she had drafted to approve a fee schedule (Exhibit A of the resolution) similar to that used by Dane County and include the calculation of degradation costs. Furthermore, she recommended that the Town's ordinance on Road Right-of-Way permits be revised to more comprehensively address issues related to issuance of road right-of-way permits. It was noted that references in Exhibit A need to be changed to refer to Town vs. County roads, and Atty. Anderson recommended that Exhibit A be reviewed by the Town Engineer for reasonableness. **MOTION** by DuPlayee/Fonger to adopt Resolution 2016-02 Approval of Fees for Town Road Right-of-Way Permits, and provide Exhibit A to the Town Engineer for his review for reasonableness, bringing it back to the Board if he has concerns. The motion also directed

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Atty. Anderson to draft her recommended changes to the ordinance. **MOTION CARRIED 5-0.**

- D. Review January Police Activities: The Deputy on duty was unable to attend the meeting, so the board just reviewed the written report provided. There were 190 calls for service and 85 citations issued in January.
- E. Discuss/Consider agenda items for the Annual Town Meeting: Update from the DCSO, update on recent changes in state law regarding residency of sex offenders, update on County facilities at Hwy. 12 & 18 and County AB.
- F. Consider approval of attendees for IOH demonstration on March 10th in Sauk City: Smith will attend.

III. CLERK'S REPORT: None.

IV. HIGHWAY SUPERINTENDENT'S REPORT: None.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton reported that:

- 1. The Village Plan Commission agenda for this week includes a resolution to forego ETJ authority on the proposed sub-development of the property at 3695 County Road N for two years.
- 2. The County will not allow a connection from Bass Road to County N for the proposed sub-development of the property at 3695 County Road N, so there will have to be a cul-de-sac instead that could one day connect up with Gladeview.
- 3. There is a WDOT open house in Edgerton on March 16th regarding the north segment of 139-90. DuPlayee said he will attend.
- 4. There is a Yahara WINS Strategy Planning workshop on March 10th. Hampton will go.

B. Anders asked board members to think about opting out of County Zoning as it will be a topic of discussion at the March 30th DCTA General Meeting.

VI. COMMITTEE REPORTS:

- A. Emergency Government Committee: DuPlayee reported that they had a great test of the Emergency plan at their recent meeting. CGFD was very well represented, and the committee members left with a lot to think about.
- B. Deer-Grove EMS Commission: There will be a meeting of the three municipal boards on April 21st for the presentation of the 2015 financial statements and consider funding of the new ambulance(s).

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:17 P.M.

Kim Banigan, Clerk

Approved 03-21-2016